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MINUTES
HEALTH COMMISSION FINANCE AND PLANNING COMMITTEE MEETING

Tuesday April 4, 2023 2:00 p.m.
101 Grove Street, Room 300
San Francisco, CA 94102 & via Webex

1) CALL TO ORDER

Present: Commissioner Cecilia Chung, Chair
Commissioner Edward Chow, MD, Member
Commissioner Tessie Guillermo, Member

The meeting was called to order at 2:01pm.

2) APPROVAL OF THE MINUTES OF THE HEALTH COMMISSION FINANCE AND PLANNING COMMITTEE MEETING OF MARCH 7, 2023

Action Taken: The Committee unanimously approved the March 7, 2023 minutes.

3) MONTHLY CONTRACTS REPORT

Dean Goodwin, SFDPH Business Office, presented the item.

Commissioner Comments:

Regarding the Facente Consulting contract, Commissioner Chung asked why the contract is being extended to 7.5 years instead of the 10 years, the full amount authorized by the RFP. Mr. Goodwin stated that the decision to extend the contract further would depend on state and federal grants related to this work. He noted that the DPH does have contract authority to extend the contract to 10 years before putting the service out to bid.

Commissioner Chung asked how much the DPH depend on consultants versus building services within the organization. Nicole Trainer, Getting to Zero Program Coordinator and Acting Community Health Equity and Promotion System of Care Contract Manager, stated that the DPH does have expertise within the organization but want to ensure relevant activities are in alignment with neighboring counties and the state. This vendor is essential to planning around COVID-19 activities.

Commissioner Chung requested a future committee agenda item to discuss less contract modifications and using the full extent of spending authority more often.

Commissioner Chow noted that usually the Commission sees a 5-year contract and then another 5 years added in a modification. He also questioned the rationale for only adding 1.5 years at this juncture.

Commissioner Chow stated that he assumes the DPH is pleased with the performance of the vendor on the current contract. He requested that future contract approval requests include contract performance information. Ms. Trainor stated that the vendor currently has no corrective actions and has met all contract deliverables. The DPH is very pleased with the services and want to collaborate further on other service plan for people who inject substances.

Regarding the United Audit System contract, Commissioner Guillermo stated that she is not sure of the role of the Civil Service Commission in the DPH contract process. Mr. Goodwin stated that when the DPH funds a community-based organization in which services provided could potentially be provided by civil service employees, the contract must go to the Civil Service Commission for review and approval.

Commissioner Guillermo asked if the DPH has any security concerns in regard to this vendor handling PHI. Tammy Higgason, DPH Director, Clinical Documentation Integrity and Hospital Coding, stated that all DPH vendors handing patient health information go through a rigorous security and background check.

Regarding the HealthRight360 contract, Commissioner Chow stated that he is concerned that the Health Commission keeps getting contracts to approve without monitoring information to give context to the vendor's performance. Mr. Goodwin stated that the DPH Business Office is monitoring other contracts from this vendor. There was no site visit for the existing contract for this vendor. Kelly Hiramoto, DPH Acting PSC Coordinator, stated that the DPH is developing an RFP for this service and reviewing all current DPH contracts for check-writing services.

Commissioner Guillermo stated that cashflow is not an issue on an accrual basis. If the vendor will be a fiscal intermediary, this may impact the ability to perform the contract services; this is something that needs to be monitored and understood better by the Commission. She added that the Commission is concerned about adding more contracts to a vendor that is not currently its long-term debt. Mr. Hiramoto stated that the DPH fiscal monitoring helps keep updated on fiscal issues with providers. Commissioner Guillermo asked when does the DPH take greater responsibility; reiterating that the Commission is concerned about its role in oversight without having all relevant information about vendors for which it is asked to approve contracts.

Regarding the Homeless Children's Network contract, Commissioner Chow stated that he appreciated the monitoring report for this vendor.

Regarding the Community Forward SF contract, Commissioner Guillermo stated that the monitoring report helps the Commission understand that the vendor had good performance through the pandemic.

Commissioner Chow asked for the total number of clients served. Mr. Goodwin stated that the contract provided services to 157 people.

Regarding the Westside contract, Commission Guillermo asked if the corrective action plan from 2019 was responsible for this organization's improvement. Wasim Samara, Fiscal Analyst Manager, stated that the DPH provided multiple technical assistance opportunities to this organization over the last several years. The issue from 2019 was about monitoring their finances. He added that the DPH is attempting to monitor and catch fiscal issues with contractors before they become serious.

Commissioner Chow noted that the modification is only through December of 2023. Mr. Goodwin stated that the services are being put out to bid soon.

Regarding the Moss Adams contract, Commissioner Chow stated that in the many Laguna Honda Hospital presentations made at the full Commission and LHH JCC meetings, he has not heard this vendor mentioned. Baljeet Sangha, San Francisco Health Network Chief Operating Officer, stated that this vendor is providing daily management system support; LHH is attempting to integrate this work into its operations. The vendor is also assisting with documentation of LHH meeting its required CMS Action Plan milestones.

Commissioner Chow asked how the roles of HSAG and Moss Adams differs in their role in assisting LHH in the Action Plan implementation. Ms. Sangha stated that HSAG, in its role as QIE, reviews documented milestones and reports to CMS. The vendor also partners with LHH leaders on how to approach an Action Plan issue such as restraints. Moss Adams helps to develop the documentation and explanation for the Action Plan issue.

Commissioner Guillermo stated that it will be important for the LHH Joint Conference Committee to hear more about Moss Adams at future meetings, noting that the committee has heard much about the HMS and HSAG contractors, but nothing about Moss Adams.

Regarding the Westside Methadone contract, Commissioner Chow asked for clarification about the contract modification request. Mr. Goodwin stated that the Commission approved the contract before it went to the Board of Supervisors, where additional funds were added. He added that the current request is to add these funds to the contract and decrease the length of the contract.

Regarding the Seneca contract, Commissioner Chow noted that the cost per unduplicated client seems unusually high. Alison Lustbader, Program Manager, Children, Youth, and Families, stated that there is currently a shortage of residential treatment centers for youth with complex issues so the DPH is attempting to offer creative solutions. This program is reserved for individuals with special and complex needs. She noted that the Kuck Lane program includes more travel and wrap-around services so has higher costs per client.

Commissioner Chow asked for future plans if the 24th Street model is successful. Ms. Lustbader stated that the DPH hopes to open another model in Oakland too, funded by the DPH and Child Welfare.

Action Taken: The Committee unanimously voted to recommend that the full Health Commission approve the report.

4) REQUEST FOR APPROVAL OF A NEW SOFTWARE CONTRACT WITH 3M HEALTH INFORMATION SYSTEMS, INC. ("3M HIS") TO ACQUIRE ACCESS TO THE 3M 360 ENCOMPASS PLATFORM WHICH INCLUDES ENCODER SOFTWARE TO ACCURATELY CODE MEDICAL RECORDS FOR COMPLIANCE AND BILLING PURPOSES FOR THE DEPARTMENT OF PUBLIC HEALTH

Diane Lovko-Premeau, SFHN Director of Health Service Information Services, Tammy Higgason, SFHN Director of Revenue Cycle Health Information Services, and Wayland Bergman, DPH IS Project Director, presented the item.

Commissioner Comments:

Commissioner Chow asked if the vendor has a good track record. Ms. Higgason stated that the vendor has 40 years' experience and 35 years working with government bodies.

Commissioner Guillermo asked if there have been incidents in which the vendor has had PHI exposed. Ms. Higgason stated the DPH has not knowledge of any such incidents. She added that all vendors go through ongoing rigorous security checks. She noted that the RPF also required vendors to report any issues with a history of security issues.

Action Taken: The Committee unanimously voted to recommend that the full Health Commission approve the contract.

5) **REQUEST FOR APPROVAL OF A NEW CONTRACT WITH BAMBOO HEALTH INC, IN THE AMOUNT OF \$160,067.41 TO SECURE A PMP CLEARINGHOUSE SOLUTION GATEWAY (PMP GATEWAY) AND ANALYTICAL REPORTING SERVICE (NARXCARE) TO ALLOW INTEGRATION OF DOJ'S CURES SYSTEM WITH OUR HOSPITAL'S ELECTRONIC HEALTH RECORDS SYSTEM, TO PROVIDE REAL TIME PRESCRIPTION DRUG MONITORING PROGRAM (PDMP) DATA AT THE POINT-OF-CARE, FOR TRANSPARENCY INTO PRESCRIPTION TRANSACTIONS**

Rosana Leon, EPIC Inpatient Applications Manager, presented the item.

Commissioner Comments:

Commissioner Guillermo asked if this contract is for a one-time purchase of ongoing service. Ms. Leon stated that the contract is based on the licensed prescribers; the contract is for the cost of the licenses for annual subscriptions.

Commissioner Chow asked the rationale for a 15-month contract. Ms. Leon stated that the contract is based on the existing CURES agreement. It is a sole source contract because it is the vendor recommended by the Department of Justice.

Commissioner Chow asked the reason why the Human Rights Commission is listed under health equity review. Mr. Goodwin stated that the DPH Office of Health Equity is still finalizing details of the process to be collected on these forms; the language will evolve as this DPH process is finalized.

Action Taken: The Committee unanimously voted to recommend that the full Health Commission approve the contract.

6) **EMERGING ISSUES**

Commissioner Chow reiterated his request for a future item on the DPH "Mega-contracts," with concerns about how the DPH is making decisions and monitoring contracts with these vendors. Commissioners Chung and Guillermo agreed with Commissioner Chow's request.

7) **PUBLIC COMMENT**

There was not public comment.

8) **ADJOURNMENT**

The meeting was adjourned at 3:37pm.